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SECURITY INFORMATION

22 SEP 1952

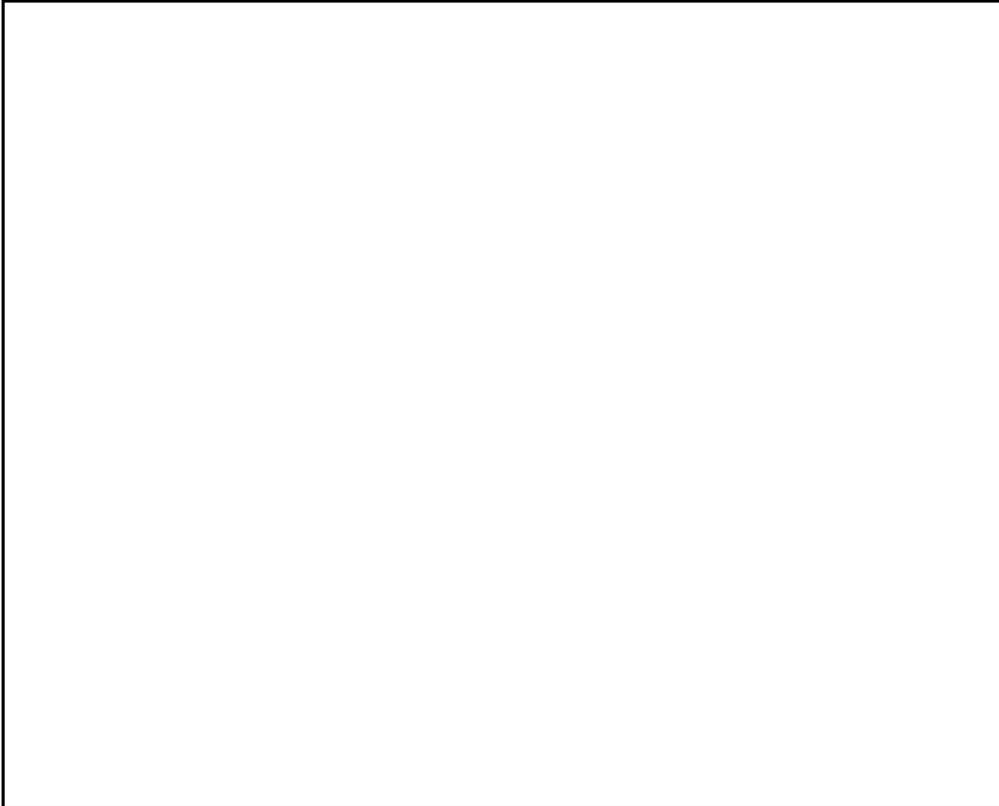
D/R
Classification and Wage Division

Assistant Director, ORR

Transfer of Basic Division Editorial Positions

1. Problems

To make necessary adjustments in personnel assignments in the Regional and Editorial Branches of the Basic Division, ORR, in order to bring editorial capabilities in line with actual workload requirements.



b. These two (2) NIS chapters, and the supplements thereto, contain more pages of text, more maps, tables, and other graphics than any other NIS elements, and the meticulous checking and cross-checking required for this type of material extends the processing time far beyond that normally required for other NIS chapters. The workload situation in respect to these two (2) chapters is as follows:

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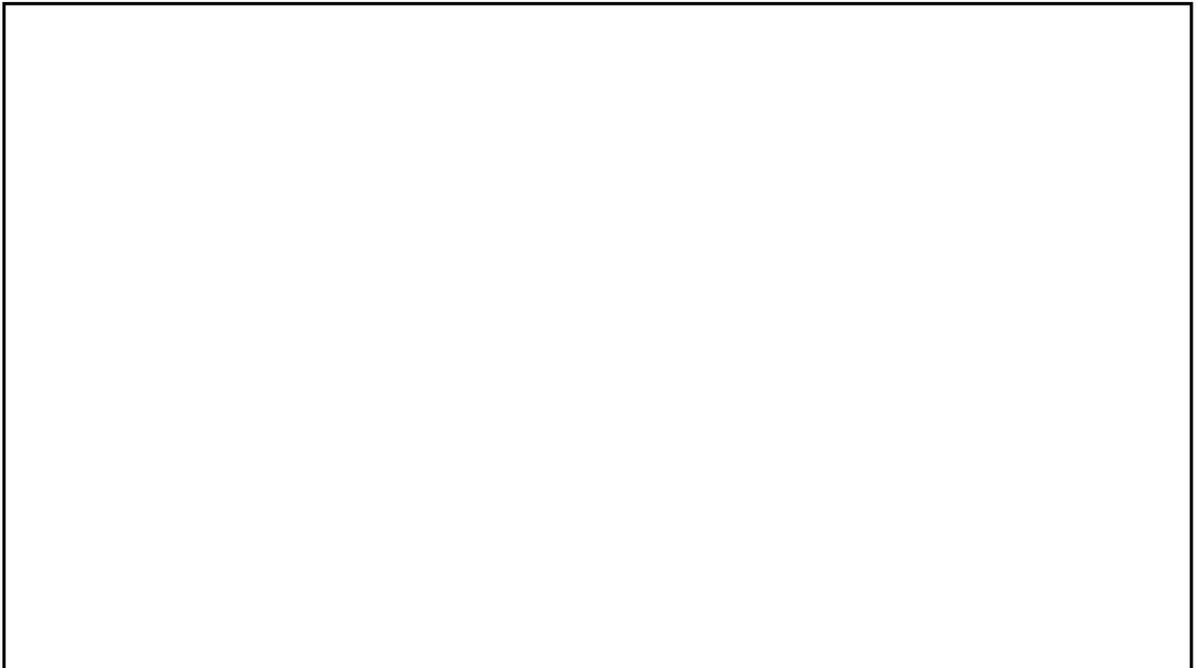
Classification and Page Division

(1) In January, 1952, the Chapter Two Editorial Section had eight (8) NIS sections in work, or in backlog, and it now has thirty-four (34) sections. These thirty-four (34) sections have a total of 7,462 pages of text, 262 maps, and 1,944 graphics.

(2) In January, 1952, the Chapter Three Editorial Section had twenty-six (26) NIS sections in work, or in backlog, and it now has fifty (50) sections. These fifty (50) have a total of 5,603 pages of text, 140 maps, and 901 graphics.

c. Processing time for a section varies, but it is estimated that it will take at least eight (8) months to process the Chapter Two and Chapter Three contributions now in D/E unless the capabilities of the Editorial Sections concerned are augmented. Further, it is expected that NIS production will continue at approximately the eight (8) NIS per year level during FY 1953, which will result in an increase in backlog and serious delay in publication of agency contributions unless measures are taken to alleviate the situation.

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Classification and Wage Division



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3. Recommendation

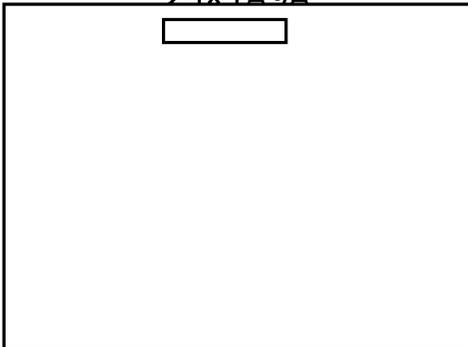
It is recommended that approval of the transfer of positions within D/B as outlined in paragraph d, above, and authorization to procure functional specialists for the re-assigned positions be approved.

FOR THE ASSISTANT DIRECTOR

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